

Windows 10 update – install instructions

The Windows 10 update provides the latest security and standard apps updates. Please install by **Wednesday 3 July 2019** and before you start the update, note the following:

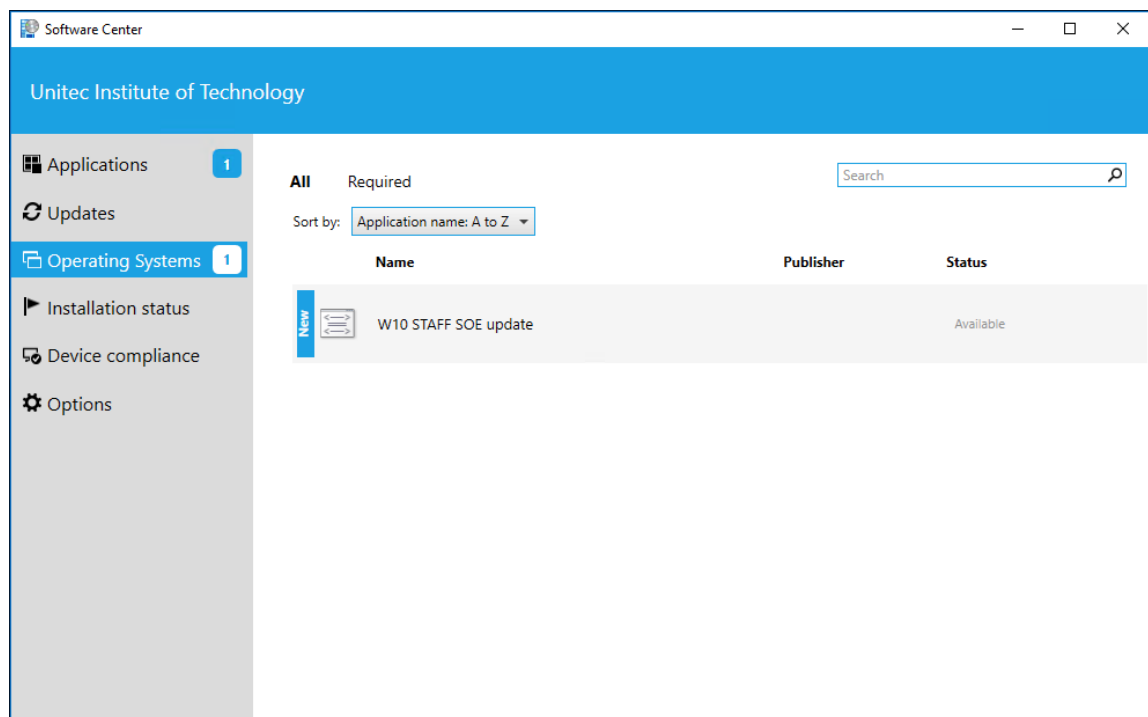
- Save and close any files that are open, before you begin the update
- If you have any files (documents, images etc) saved to your Desktop or on your local drive, you will need to save these in your shared drive or in [OneDrive](#) – if you don't you could lose these files during the update process
- Do not access or shut down your computer once the update process is underway – leave it to run until it is complete and the login screen displays
- During the update the process your computer will reboot several times – this doesn't mean it is finished – wait for the login screen to pop-up then you can log back on

Steps to install the update:

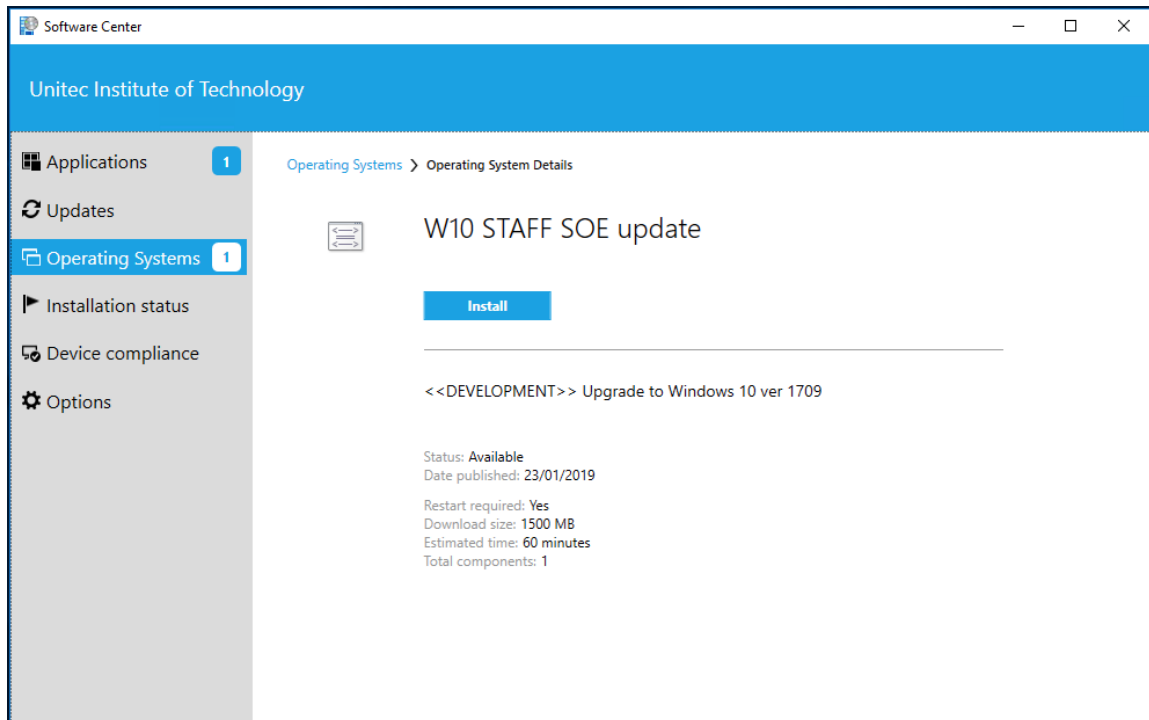
1. Go to your desktop and open **Software Centre**



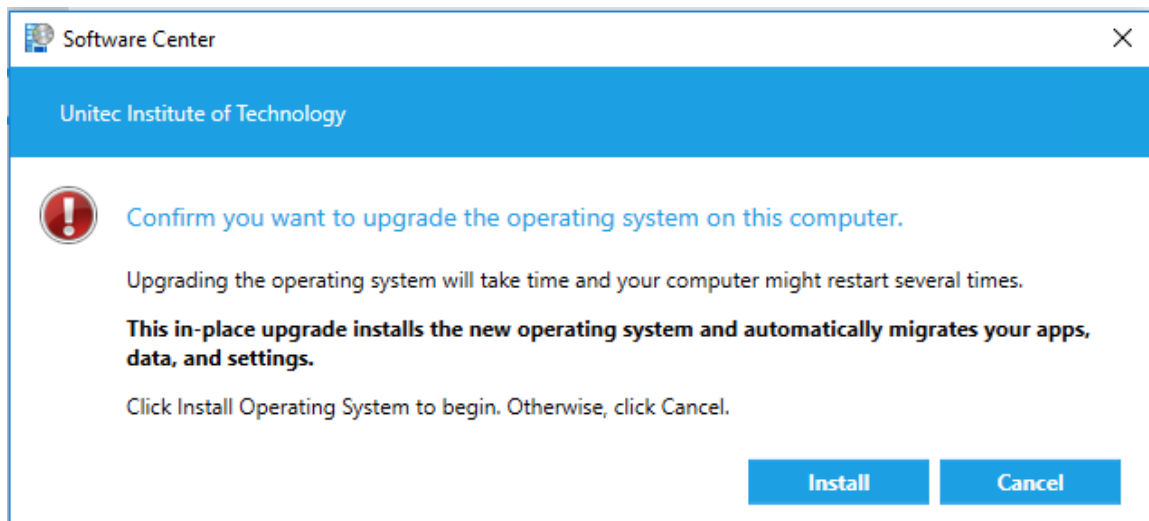
2. Click on **Operating Systems**



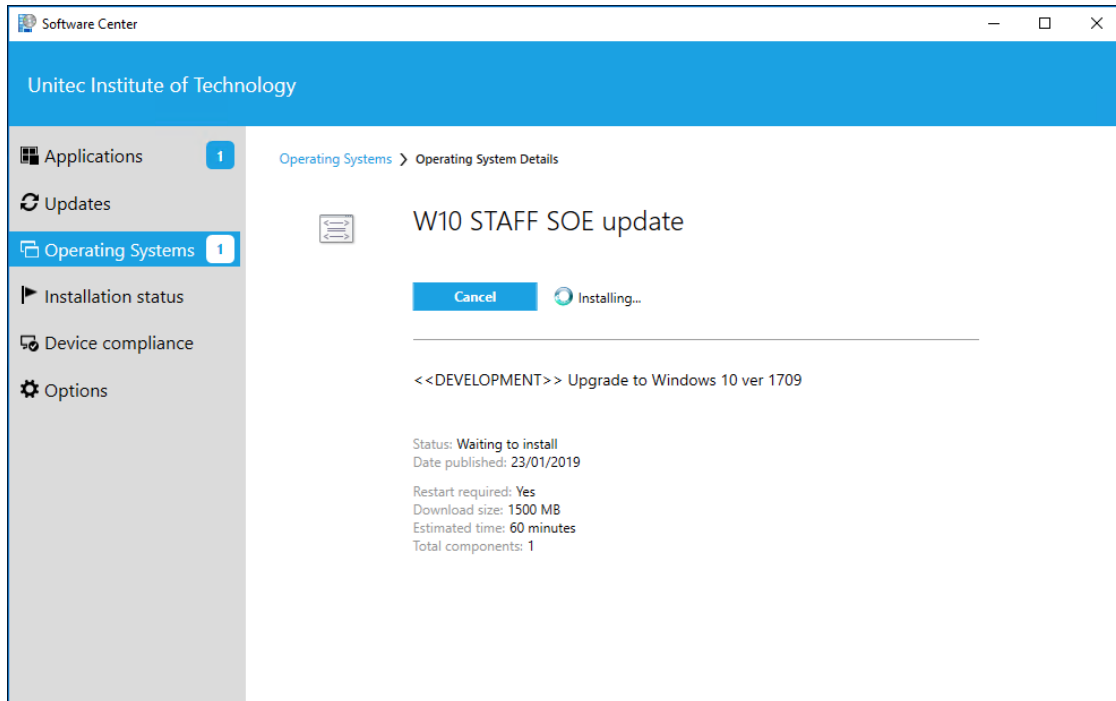
3. Click on **Install**



4. Click **Install** once more



5. Once installation starts you can lock your computer while the installation is running – click on **Ctrl+Alt+Del** and select **Lock**



If the update doesn't complete or if Windows doesn't start, please contact the [IT Service Desk](#) and a technician will assist.